

BOARD OF GOVERNORS OF THE CITY OF LONDON SCHOOL FOR GIRLS
Friday, 4 December 2015

Minutes of the meeting of the Board of Governors of the City of London School for
Girls held at Committee Room - 2nd Floor West Wing, Guildhall on Friday, 4
December 2015 at 11.00 am

Present

Members:

Sir Michael Snyder (Chairman)	Christopher Hayward
Clare James (Deputy Chairman)	Ann Holmes
Randall Anderson	Sylvia Moys
Professor Anna Sapir Abulafia (External Member)	Mary Robey (External Member)
Nicholas Bensted-Smith	Ian Seaton (Ex-Officio Member)
Nigel Challis	Richard Sermon (External Member)
Emma Edhem	

Officers:

Sarah Port	- Chamberlain's Department
Ena Harrop	- Headmistress, City of London School for Girls
Alan Bubbear	- City of London School for Girls
Richard Jeffrey	- Comptroller & City Solicitor's Department
Huw Rhys Lewis	- City Surveyor's Department
Jane Rogers	- Head of Prep, City of London School for Girls
Claire Tao	- City of London School for Girls

The Chairman welcomed Professor Abulafia to her first meeting of the Board following her appointment as a co-opted Governor.

1. APOLOGIES

Apologies for absence were received from Professor John Betteridge (co-opted Member), Tom Hoffman, Deputy Richard Regan, Elizabeth Phillips (co-opted Member) and Alderman William Russell.

2. MEMBERS' DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA

There were no declarations of interest.

3. MINUTES

The public minutes and summary of the meeting held on 22 October 2015 were considered and approved as a correct record.

4. **TERMS OF REFERENCE AND FREQUENCY OF MEETINGS OF THE BOARD OF GOVERNORS OF THE CITY OF LONDON SCHOOL FOR GIRLS**

The Board considered a report of the Town Clerk regarding their terms of reference and frequency of meetings.

RESOLVED – That, the Board approve their Terms of Reference for submission to the Court of Common Council and their frequency of meetings.

5. **REPORT OF ACTION TAKEN**

The Board received a report of the Town Clerk advising Governors of action taken under delegated authority by the Town Clerk in consultation with the Chairman and Deputy Chairman since the last meeting of the Board, in accordance with Standing Order No. 41(b).

In response to a question, the Bursar reported that it was hoped that the new Steinway grand piano would be delivered to the School by July 2016, before the end of this academic year.

RESOLVED – That the action taken since the last meeting of the Board be noted.

6. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE BOARD**

There were no questions.

7. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**

There were no additional, urgent items of business for consideration.

8. **EXCLUSION OF THE PUBLIC**

RESOLVED - That under Section 100(A) of the Local Government Act 1972, the public be excluded from the meeting for the following items on the grounds that they involve the likely disclosure of exempt information as defined in Part I of Schedule 12A of the Local Government Act.

Item No.	Paragraphs in Schedule 12A
9-10	1, 2 & 3
11	1 & 3
12	1,3 & 4
13	2 & 3
14	1 & 5
15	3

9. **NON-PUBLIC MINUTES**

The non-public minutes of the meeting held on 22 October 2015 were considered and approved as a correct record.

10. **PRESENTATION**

The Board received a presentation from the Head of the Prep School.

11. **PROPOSED 2016/17 REVENUE BUDGET**

The Board considered and approved a joint report of the Chamberlain and the Headmistress of the City of London School for Girls presenting the proposed 2016/17 revenue budget and recommending its subsequent submission to the Finance Committee.

12. **REPAIRS, MAINTENANCE AND IMPROVEMENTS FUND**

The Board considered and approved a joint report of the Chamberlain, the Headmistress of the City of London School for Girls and the City Surveyor providing Governors with an updated projection of the cost of works to be met from the repairs, Maintenance and Improvements Fund over the next 21 years.

13. **REPORT OF THE HEADMISTRESS**

The Board considered and approved a report of the Headmistress of the City of London School for Girls concerning School Trips Administration.

14. **UPDATED CONTRACT WITH PARENTS AND ASSOCIATED DOCUMENTS**

The Board considered and approved a report of the Headmistress of the City of London School for Girls regarding an updated Contract with Parents and associated documents.

15. **SCHOOL REFURBISHMENT PROGRAMME**

The Board considered and approved a report of the Headmistress of the City of London School for Girls providing an update from the Project Management team co-ordinating the School Refurbishment Programme.

16. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE BOARD**

There were no questions raised in the non-public session.

17. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE BOARD AGREES SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**

There were no items of urgent business.

The meeting ended at 1.05 pm

Chairman

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